

## ***Re-Establishing your Virginia Residency or Qualifying for a Virginia Address Requirement Exception***

If you hold a Virginia driver's license or photo identification (ID) card, you must have a Virginia home or residence and mailing address (Virginia Code §46.2-323). Virginia law, however, does provide for exceptions to this requirement in limited situations.

If you currently have a non-Virginia address, you must have a Virginia address to continue holding your driver's license or photo ID card. If you want to change your address to a Virginia address, you must show proof of Virginia residency. If you have a non-Virginia address and want to provide proof that you qualify for an exception, you must show proof to support the exception.

### **Changing to a Virginia Address and Proving Your Virginia Residency**

You must visit a Department of Motor Vehicles (DMV) customer service center and present documentation to prove your Virginia residency such as a utility bill, lease agreement, payroll check stub or original bank statement. The document presented for proof of Virginia residency must show your full name and Virginia address. A complete list of acceptable documents (DMV-141) to prove residency is available on the DMV website at [www.dmvnow.com](http://www.dmvnow.com).

### **Qualifying for an Exception to the Virginia Address Requirement**

To prove that you qualify for an exception to the Virginia address requirement, you may visit your local DMV customer service center. If you are currently out-of-state and unable to visit a customer service center, you may mail the required documentation to DMV, P. O. Box 27412, Richmond, Virginia 23269, Attn: Driver's License Work Center, Room 311. It is important to note that the **ONLY** exceptions to the Virginia address requirement are listed below. If you do not fit one of these criteria, you can not renew or obtain a replacement driver's license or ID card unless you change your address to a Virginia address and prove Virginia residency.

Be sure to include your full name, customer number and date of birth when mailing your documentation to DMV. Photocopies are acceptable **ONLY** when mailing documents to DMV. If you visit your local DMV customer service center, you **MUST** bring original documents.

#### **Active Member of the U.S. Armed Forces**

You must provide DMV with one of the following:

- Current military orders, current military ID card, or current military leave and earnings statement

#### **U.S. Citizen Employed Outside of the United States (*including spouse and dependents*)**

You must prove that you are a U.S. citizen **AND** that you are employed outside of the U.S.

##### **Proof of U.S. Citizenship (*provide one of the following documents*)**

- Birth certificate issued by a U.S. state, jurisdiction or territory
- Unexpired U.S. passport
- Consular Report of Birth Abroad of a Citizen of the U.S. (FS-240)
- U.S. Certificate of Naturalization (form N-550, N-570 or N-578)
- U.S. Certificate of Citizenship (form N-560 or N-561)
- U.S. Citizen Identification Card (form I-197)

##### **Proof of Employment Outside of the U.S. (*provide one of the following documents*)**

- Letter from employer on letterhead that includes your full name, date of birth and non-U.S. address
- Preprinted pay-stub or employee ID card

#### **Bona Fide Resident of Virginia Temporarily Located Outside of Virginia**

You must provide proof of your Virginia residency, such as such as a utility bill, lease agreement, payroll check stub, original bank statement, a Virginia tax return or parent's tax return listing the student as a dependent. The document presented for proof of Virginia residency must show your name and Virginia address. A complete list of acceptable documents (DMV-141) to prove residency is available on the DMV website at [www.dmvnow.com](http://www.dmvnow.com).

You must also prove that one of the following conditions exists.

**Enrolled as a Student** *(provide one of the following documents)*

- Current non-Virginia school record
- Correspondence from non-Virginia school including the student's name and address

**Employed Outside of Virginia** *(provide one of the following documents)*

- Letter from non-Virginia employer that shows employer's non-Virginia address and applicant's full name and date of birth
- Preprinted pay-stub or employee ID card showing a non-Virginia address

**Family Reasons**

If you are located outside of Virginia for an extended period of time for family reasons and wish to retain your non-Virginia address, write to DMV at P. O. Box 27412, Richmond, Virginia 23269, Attn: Driver's License Work Center, Room 311 and provide detailed information explaining your situation. You must include supporting documentation from an authority (ie. doctor, lawyer, etc.) along with a contact number for verification. Each situation will be reviewed on a case-by-case basis.

**Postal Irregularities**

If you live on the border of Virginia and a neighboring state and are required by the U.S. Postal Service to maintain a non-Virginia mailing address you must provide detailed information explaining your situation.